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COLLEGE FRESHMAN COMPOSITION

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FIRST SEMESTER

First week

1. Organization of class
2. Why we study composition
3. Theme-writing, correction, and grading
4. Helpful hints—transition from school to college

   Assignments: Autobiographical theme; class theme—My High-School Course in English"

Second week

1. What exposition is
2. Spelling and abbreviations
3. Punctuation
4. Definition

   Assignments: Definition of a common term—success, education; study of rules for, and common mistakes in, punctuation and spelling

Third week

1. Note-taking
2. Development by enumeration—kinds included, the logical division
3. Grammar review
4. Methods of great writers

   Assignments: Theme of enumeration—"Types of College Students"; grammar study; class theme—explanation of a proverb

Fourth week

1. Outlining, principles and example
2. Paragraphing
3. Sentence structure

   Assignments: Outline and theme—how, process; study of faulty sentences; study of model paragraphs

Fifth week

1. Pronunciation
2. Library trip—reference room

3. Diction—good use, how to increase vocabulary, figures of speech
   Assignments: Palmer, *Self-Cultivation in English;* paragraph themes developed in various ways; bibliography for some topic

Sixth week
1. Rhetorical principles—unity, coherence, emphasis
2. Transitional words and phrases
3. Selections read and analyzed for illustration
   Assignments: Theme with transitional words underlined; oral theme—"Why I Like ———"

Seventh week
1. Class conferences, while theme is being written
2. Business-letter writing—correct forms
3. Specimens of exposition read to class
   Assignments: Class theme—thrift topic; business letters; report on outside reading

Eighth week
1. Popular and scientific exposition
2. Use of illustrations in exposition
3. Rewriting and polishing
   Assignments: Read a selection from Huxley; theme with diagram—"How to Lay Out Tennis Court"; rewrite best one of old themes

Ninth week
1. Literary criticism
2. Outline of points to watch for
3. List of suggestive terms in literary criticism
   Assignments: Book review; class theme—"My Favorite Author or Book"

Tenth week
1. Test on work covered in course
2. Training the memory
3. Efficiency in study
   Assignment: Theme—free choice

Eleventh week
1. What biography is
2. Oral recitation—"The Most Interesting Character in My Town"
   Assignment: Readings in biography

Twelfth week
1. Character analysis in biography
2. The use of incident

3. Principles in speaking before the public
   Assignments: A character analysis; oral incident

Thirteenth week
1. Unity in biography
2. Dominant tone
3. Dangers in biography
   Assignments: An interesting person; readings and reports; class theme—"Manners I Have Observed"

Fourteenth week
1. Class discussion of standard biographies
2. Social and business letters
   Assignments: Letters for various occasions; three-minute speech

Fifteenth week
1. General review
2. Study of faulty sentences, outlines, and themes; personal conferences

SECOND SEMESTER

Sixteenth week
1. Argumentation
2. Purpose, materials, scope
3. Limiting and defining questions
   Assignments: Make list of current questions; explain what one of them involves; oral presentation of the definition

Seventeenth week
1. Reasoning—induction and deduction
2. Fallacies
   Assignments: Examples of fallacies from newspapers; deductive and inductive paragraphs

Eighteenth week
1. Evidence
2. Facts and authority
   Assignments: Study of specimens; informal argumentative theme

Nineteenth week
1. Refutation—rebuttal speeches
2. The brief—introduction, discussion, conclusion
   Assignments: Preparation of brief; class rebuttal of argument on current topics

Twentieth week
1. Development of the argument from the brief
2. Meeting the special issues
   Assignment: Write up the brief prepared week before

Twenty-first week
1. Persuasion
2. Delivery of the debate
   Assignments: Delivery of class debates; persuasive speech written —soliciting trade

Twenty-second week
1. Informal argument
2. Study of specimens
3. The editorial—its principles
   Assignments: Informal debate; written editorial for college paper

Twenty-third week
1. Parliamentary drill
   Study of Roberts' *Rules of Order*

Twenty-fourth week
1. Description
2. Purpose, materials, structure
   Assignments: Report on specimens of description; truthful and vivid description of building

Twenty-fifth week
1. Point of view
2. Selection of details
3. Dominant tone
   Assignments: The same place by night, in rain, at daybreak; description of a person

Twenty-sixth week
1. Sound, color, smell
2. Groups of people
3. Description in exposition and narration
   Assignments: Sketch of a group of people; "A Spring Day"—color, sound, smell; specimens studied

Twenty-seventh week
1. Narration without plot
2. Class discussion of specimens
   Assignments: Narration of incident; "A Hunting Trip"

Twenty-eighth week

1. Types of the short story
2. Analysis of specimen plots

   Assignments: Outside reading of short stories; three original plots

Twenty-ninth week

1. Character in story
2. Setting
3. Style

   Assignments: Complete story begun by instructor in class; a setting for "local color" story

Thirtieth week

1. The novel
2. Narrative in the drama

   Assignments: Dialogue which advances action, develops story, and shows character; book reports and conferences

Thirty-first week

1. Literary criticism—purpose and kinds
2. Poetry
3. Essays

   Assignments: See that all themes have been handed in properly corrected; application of outline in criticism

Thirty-second week

1. Book lists for summer reading
2. General summary of the course